PENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPEN
PENPENPENPENP ENPENPE ENPENPE PENPE NPENPENPEN
PENPENPENPEN PENPEN PENPENP ENPENPENPENPENP ENP ENPENPENPEN
PENPENPENPE NPENPE NPENPEN ENPENPENPEN P N PENPENPENPEN
PENPENPENP PENPENPE NPENPENPENPENPE NPE NPENPENPENPEN
PENPENPEN PENPENPENPENPENP ENPENPENPENPENP ENPEN ENPENPENPENPEN
PENPENPE NPENPENPENPENPEN PENPEN PENPEN PENPENPENPENPEN
PENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPENPEN

No. 11 January 1987 Oppenheimer Software

This is the eleventh edition of the Periodic Electronic Newsletter (PEN) for MCI Mail users assigned to Oppenheimer Software (MCI Mail agency NY4). You may respond to anything you read in the PEN by typing ANSWER at the COMMAND: line that appears after you read this. This is the same as CREATE[ing] an electronic message to Oppenheimer Software, except the MCI Mail system already knows to whom to send it. This mailbox is toll free - you may write to it as often as you wish, at no charge! (Please note that you may order a toll free mail box - contact Oppenheimer Software for more information.)

CONTENTS

NEED ANOTHER MAILBOX? 3

OVERNIGHT MAIL 3

TELEX DIRECTORIES 4

TELEX HINTS 4

LOTUS EXPRESS - THE NUTS AND BOLTS 5

LOTUS EXPRESS SPECIAL OFFER 6

LOTUS EXPRESS - WHAT THE PR PEOPLE SAID 6
How Lotus Express works 6
Simplified file transfer 7
Building electronic-mail applications 7
Typical business applications include 7
Cost-effective business communications 8
Access to all MCI Mail delivery options 8
Systems requirements 8

>>>>>>>>>>>>>>>>>>>>
NEED ANOTHER MAILBOX?
>>>>>>>>>>>>>>>>>>>>

Effective Feb. 1, 1987, a new command called CREATE USING NEWUSER will be available to allow you to register new mailboxes or accounts on MCI Mail, or provide referral information for others needing information.

>>>>>>>>>>>>>>
OVERNIGHT MAIL
>>>>>>>>>>>>>>

If it POSITIVELY, ABSOLUTELY MUST be there the next morning, use MCI Mail and get it there over night for less money.

Overnight carriers, such as Federal Express or Purolator do a fine job of delivering parcels and preprinted material overnight throughout the country. But if you are sending letters, memos, or reports that are created on your computer or word processing system, MCI Mail is the way to go.

Consider these two scenarios:

	Federal Express	MCI Mail
	Type document on your computer	Type document on your computer
	Print document on printer	Dial MCI Mail and log on
	Locate Air Bill	Enter address
	Fill in Air Bill	Transmit document
	Call Federal Express	Send and hangup
	Put document in Fed Ex envelope	
	Secure Air Bill	
	Wait for Pickup	
Total Cost	$14.00	$8.00

How do you send an overnight delivery? Its simple:

At the TO: prompt, enter the recipients' name followed by ' (paper)'. You will be prompted for the mailing address.

After entering the document,
    if you are a BASIC User, enter SEND ONITE at the next COMMAND: prompt
    if you are an ADVANCED user, enter ONITE at the HANDLING: prompt.

If you are in a real hurry, you can send your document to New York City, Los Angeles, Chicago or Washington DC in 4 hours for $30.00. Just use '4HOUR' instead of 'ONITE'.

Similarly low cost courier service is available for world wide delivery - contact us at mailbox 218-0241 for more information.

>>>>>>>>>>>>>>>>>
TELEX DIRECTORIES
>>>>>>>>>>>>>>>>>

Listed below are the major telex directories and how you may obtain them.

U.S. DIRECTORY FOR TELECOMMUNICATIONS SUBSCRIBERS
Contact: U.S. Directory for Telecommunications Subscribers
-         P.O. Box 431
-         Wall Street Station
-         New York, NY 10268
Cost: $11.50

JAEGER & WALDMANN
Contact: Universal Media
-         P.O. Box 45
-         Bethpage, NY 11714
Telephone: (516) 433-6767
Cost: Vol. 1 & 2 (Europe) - $40 plus $8 shipping
-      Vol. 3 & 4 (U.S. and Far East) - $40 plus $8 shipping
-      Vol. 5 & 6 (Classified) - $40 plus $8 shipping
-      Vol. 7 & 8 (Answerback codes) - $40 plus $8 shipping
-      All Volumes - $125 plus $24 shipping

THE GREEN INTERNATIONAL DIRECTORIES
Contact: Teleprint International (Customer Service Office)
-         P.O. Box 3796
-         Chico, CA 95927
Telephone: (916) 342-5458
Cost: The Green African Telex Directory - $26
-      The Green American Telex Directory - $44
-      The Green Asian/Australian Directory - $38
-      The Green European Directory - $66
-      The Worldwide Set - $160
NOTE: You will be charged an additional 40% import and sales tax
-      plus shipping expenses.

>>>>>>>>>>>
Telex Hints
>>>>>>>>>>>

When you send a telex, the ANSWERBACK: prompt refers to the answerback of the telex machine you are calling - not yours. Your telex number and answerback are automatically included with your telex.

You should check your mailbox an hour or so after sending the telex to get your receipt. The more frequent reasons for non-delivery include:
    DER- Receiving machine is out of order.
    NA - The number is 'non admissable' (wrong number)
    OCC- The receiving machine generated a busy signal for 2 hours-try again.
    ABM- Answerback mismatch. The answerback is optional. If you don't
         know it, don't enter it.
If you are doing frequent telex with a particular party, talk to us about using MCI Mail to replace telex to lower lowering your costs.

>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
LOTUS EXPRESS - THE NUTS AND BOLTS
>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

Every once in a rare (too rare!) while, you have the chance to start working with a new dream product before anyone else has heard of it. If you missed the first boat with Sidekick, Wordperfect or Excel, here is your opportunity - the first boarding call for LOTUS EXPRESS is being announced.

LOTUS EXPRESS is an all encompassing communications package designed by Lotus Development Corp. exclusively for use on MCI Mail. Unlike Sidekick, or other resident programs that stop running when they are not on the screen, LOTUS EXPRESS runs concurrently (in the background) with most other programs allowing your computer to do two things at once.

LOTUS EXPRESS consists of a series of modules that work together:

Editor - The full screen editor is similar to a mini word processing program. Documents can be created or edited within the editor program.

Filer - The filing system allows you to store your documents in "folders" (up to 400). These folders allow you to group your documents by subject, date, or anything else meaningful.

Dialer - The dialer program can be set to automatically dial into MCI Mail at specific intervals, or on demand. Documents waiting in your "outbox folder" are automatically uploaded to MCI Mail, while documents awaiting to be read in your MCI Mail INBOX are downloaded to your computer for later reading. This process occurs while you are running other programs in the foreground. A tone sounds alerting you to the arrival of mail.

While the background aspect may or may not be of value to you, the capacity to transmit binary files (spreadsheets, databases, word processing documents with control codes, etc.) and cover notes ERROR FREE should be welcome.

The program is easy to use and includes:

>Free access to MCI Mail's 800 phone number for support
>Certificate for MCI Mail (get a friend on MCI Mail for free)
>Context directed help messages
>Error free access to MCI Mail
>Use MCI Mail without knowing any MCI Mail commands
>Multiple mailbox access

>>>>>>>>>>>>>>>>>>>>>>>>>>>
LOTUS EXPRESS SPECIAL OFFER
>>>>>>>>>>>>>>>>>>>>>>>>>>>

Oppenheimer Software is pleased to announce a special offer for Lotus Express: Through Feb. 15, 1987, Lotus Express ($100.00) will be available from Oppenheimer Software for $75.00 (plus $8.00 tax & shipping) prepaid.

Send your check to:
    MCI Mail Lotus Express Offer
    79 St. Boat Basin #39
    New York NY 10024

>>>
LOTUS EXPRESS - WHAT THE PR PEOPLE SAID
>>>

LOTUS EXPRESS FOR MCI MAIL MAKES
PC COMMUNICATIONS ACCESSIBLE TO A WIDER AUDIENCE

Lotus Express for MCI Mail, the new personal-computer communications software developed by Lotus Development Corp., provides powerful, easy-to-learn and easy-to-use communications capability to millions of personal-computer users. With Lotus Express and MCI Mail, PC users can send and receive messages and binary files quickly and reliably.

The integrated program also gives users a familiar Lotus interface to the worldwide MCI Mail network and its full range of electronic and off-network delivery options, along with on-line help and mail-management facilities.

>>>>>>>>>>>How Lotus Express works

Lotus Express acts as a "user agent" for MCI Mail, providing access to the MCI

Mail network much as a desktop telephone provides access to a telephone company's network of lines. The program gives users the means to compose, read, send, file, archive, and print electronic mail directly from their personal computers.

Lotus Express can run concurrently and in the background with another PC application programs. At regular intervals set by the user, Lotus Express "wakes up" to automatically poll MCI Mail, checking for and delivering messages and files to the user's PC. These messages are stored on the PC's disk, and an audio tone alerts the user that mail has been received.

This helps solve a common problem of electronic mail -- getting people to pick up their messages.

With a simple keystroke combination and without terminating the application program, the user can call up Lotus Express and read the received mail or have messages printed out.

When using Lotus Express with another application program, users do not have to interrupt their work or initiate complex, manual communications routines to send or receive mail. Lotus Express automatically logs onto the MCI Mail network without user intervention.

In the case of certain application programs that need large amounts of memory to run, some users may have to unload Lotus Express from memory in order to devote sufficient memory to their application program. In this case, a few keystrokes unload Lotus Express from memory without rebooting. The user can then load the application program into memory. He or she can then check the mail by exiting the application program and typing in "EXPRESS" to start up Lotus Express.

>>>>>>>>>>>Simplified file transfer

With Lotus Express, users can send or receive any binary PC file -- word-processing files, spreadsheets, database files, presentation graphics, ASCII text, or program code. Lotus Express also accommodates the transfer of files created on non-Lotus programs.

Lotus Express addresses a major inconvenience facing Lotus users -- having to completely rekey or reformat spreadsheets or other files received on electronic mail in order to work with them. By preserving all formulas and formats, Lotus Express for MCI Mail makes the spreadsheet it is transmitting immediately usable by the recipient. Similarly, Lotus Express transfers immediately revisable word-processing files.

>>>>>>>>>>>>>Building electronic-mail applications

The uses of Lotus Express and MCI Mail go far beyond sending brief messages. Business users can build extensive applications around Lotus Express, MCI Mail, and other PC programs in order to cut operating expenses and greatly increase productivity.

>>>>>>>>>>>>>>>>Typical business applications include:

Collecting files from district offices or remote plant sites, for consolidation into budget or sales-forecast reports at corporate headquarters.
Collecting sales orders from regional offices, as part of a remote-order-entry system
Sending direct-mail solicitations to extensive mailing lists of correspondents, by means of one of MCI Mail's letter-quality off-network delivery options
Sending presentation graphics to branch offices, by transmitting Lotus Freelance Plus files.

>>>>>>>>>>>>>>>Cost-effective business communications

The advantages of using Lotus Express for MCI Mail are evident in more than just immediate communications and increased productivity. There is also a direct impact on the cost of business communications.

As an example, it costs between $11 and $14 to send a 6000-character (6K) printed 1-2-3 spreadsheet with a cover letter from New York to San Francisco via an overnight courier service. The delivery is made from 12 to 24 hours after the material is sent. With Lotus Express for MCI Mail, the same information is transmitted in minutes at a cost of $1, and the information is immediately useful.

Other forms of communications require long-distance telephone and first-class mail, offer trade-offs between cost and speed. While long-distance telephone can be immediate -- if one ignores the phenomenon of "telephone tag" -- it is relatively expensive, and spoken messages can easily be misinterpreted. Conversely, first-class mail offers low-cost written communication, but is notoriously slow and unpredictable.

>>>>>>>>>>>>Access to all MCI Mail delivery options

Lotus Express has been designed to take full advantage of all MCI Mail delivery features and options. The program enables users to compose and send electronic-mail messages to MCI Mail and CompuServe's electronic-mail service -- the largest pool of electronic-mail users in the U.S. In addition, users can reach correspondents on internal electronic-mail systems running under IBM's PROFS or DEC's ALL-IN-1.

With Lotus Express for MCI Mail, users can compose and send printed message to people who don't subscribe to electronic mail through a number of options. MCI Mail users can send messages to and receive messages from the 1.8 million telex users around the world. They can also send laser-printed, letter-quality documents, with letterhead and signature reproduction, within the U.S. via first-class mail, overnight courier, or four-hour delivery.

>>>>>>>>>>>>>>Systems requirements

Lotus Express for MCI Mail can be used with any IBM PC, AT, XT, PC Portable, or compatible computer. It requires a Hayes Smartmodem or a compatible modem, and 256K of internal memory. When used in conjunction with another PC application program, 640K of memory is required. Lotus Express can be used with a dual floppy-disk system, although use of a hard disk is recommended.